

**Policy Manual (Draft 8/1/08 WDP-Updated 2/11/09) (DRAFT)**



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| <b>Title:</b> Auxiliary Enterprises and Expenditures of Auxiliary Funds                     | <b>Number:</b><br>6Hx2-6.07 |
| <b>Legal Authority:</b> Fla. Statutes 1010.08<br>Fla. St. Bd. Of Ed. Admin. Rules 6A-14.077 | <b>Page:</b><br>1 of 2      |

**GENERAL STATEMENT**

Broward Community College is authorized to operate and/or to contract for auxiliary enterprises, including, but not limited to, such services as food services, vending machines, and bookstores, and print shop operations, as a service to, and incidental to, the instructional program(s) of the College.

Merchandising and pricing practices procedures for College operated and/or contracted auxiliary enterprises will be such that self-support can be attained. Prices charged by any contracted enterprise must be locally competitive and approved by the College. All revenue and expenditures of College-operated enterprises will be accounted for and included in the College financial statements.

A portion of the funds derived from auxiliary enterprises and undesignated gifts may be disbursed at the discretion of the President for any purpose not in conflict with Florida Statutes and Florida State Board of Education Administrative Rules, provided that such purpose will directly benefit or be in the best interest of the College.

Specifically funds may be used for promotion and public relations, including but not limited to:

- Activities involving graduation, visiting committees, orientation and work conferences, recruitment of faculty and staff, official meetings and receptions, consultants, guest speakers, and other developmental activities;
- Intracollege expenditures such as faculty and administrative receptions, breakfasts-hospitality activities, and the purchase of awards, mementos, and similar items;
- Appropriate advertisements and printed materials;
- Meals provided to defray expenses of consultants, for persons rendering a distinct service to the College, for prospective employees, and when college business is being transacted.

These funds may also be used for hospitality of business guests at the College and elsewhere, provided the total amount expended during the fiscal year shall not exceed an amount equal to the formula specified in Florida State Board of Education Administrative Rule, Chapter 6A-14.077(1)(b).

**IMPLEMENTATION and OVERSIGHT**

The Chief Financial Officer has responsibility for the implementation and oversight of this policy, including the investigation of any alleged policy violations.

**VIOLATION OF POLICY**

All individuals in violation of these established policies may be subject to disciplinary action, up to and

**History:** Reissued as Policy 6.09 on September 21, 1982; revised on December 16, 1986; revised on March 19, 1991; revised and re-numbered on June 18, 1997; revised and combined with Policy 6.08(Expenditures of Auxiliary Funds) on 8/26/08.

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| <b>Approved by the Board of Trustees</b> | <b>Date</b><br>00/00/00 | <b>President's Signature</b><br><br>FEB 24 2009 | <b>Date</b><br>00/00/00 |
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AGENDA ITEM VII-H  
  
ENCLOSURE 9

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including termination.

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